

**CALIFORNIA HISTORICAL RESOURCES INFORMATION SYSTEM**  
**INFORMATION CENTER RULES OF OPERATION MANUAL**

**October 19, 2004**

Office of Historic Preservation  
Department of Parks and Recreation  
Resources Agency  
State of California

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The California Historical Resources Information System operates solely as a repository of contributed information regarding historical resources in California. Because this information derives from the accumulated observations and assessments reported by individual persons and organizations, the California Office of Historic Preservation and California Historical Resources Information System (CHRIS) Information Centers are not responsible for its accuracy or use.

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## SECTION I: INTRODUCTION

Pursuant to state and federal law<sup>1</sup> the California State Historical Resources Commission (SHRC [Commission]) mandates the State Historic Preservation Officer (SHPO [Officer]) to maintain an inventory of historical resources in California. Administered by the Office of Historic Preservation (OHP) under SHPO direction, the inventory is organized by county within the California Historical Resources Information System (CHRIS) and managed by regional CHRIS Information Centers. These centers house records, reports, and other documents relating to historical resources, and provide information and recommendations regarding such resources on a fee-for-service basis.

In response to growing demands upon the CHRIS and the dual needs to standardize and place the CHRIS within a regulatory framework, this manual specifies rules of operation for the CHRIS and its constituent Information Centers with respect to access to information, processing of historical resource records and reports, record searches, referral listing of historical resources consultants, fees, hours, and exclusionary and miscellaneous activities. This "Rules of Operation Manual" for the CHRIS Information Centers was adopted by the SHRC on \_\_\_\_\_. With guidance provided by the SHRC Information Center Procedural Advisory Committee, the Manual reflects over two years of consultation between the OHP and Information Center Coordinators to refine the CHRIS and its role in the protection and preservation of historical resources, addressing management responsibilities of government agencies and the broad array of concerns inherent to Native American communities, archaeologists, historians, architectural historians, land-use planners, and commercial developers.

Comments and questions about this Manual or Information Center operations should be sent to:

CHRIS Coordinator  
Office of Historic Preservation  
P.O. Box 942896  
Sacramento, CA 94296-0001

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<sup>1</sup>California Public Resources Code §5020.4 (a) and (5), §5024.6 and the National Historic Preservation Act (NHPA) of 1966, Section 101 (16 U.S.C. 470a) (6) (b) (4) as amended.

## SECTION II: TYPES OF CHRIS INFORMATION

The CHRIS maintains a wide range of documents relating to historical resources. As used herein, "historical resource" refers to buildings, structures, sites, objects, districts, and all manner of properties containing material remains of past human life or activity. Pursuant to state and federal law<sup>2</sup> information within the CHRIS pertaining to historical resources of an "archaeological" nature is managed as confidential, with access and release of said information determined as specified in Section III of this Manual. All other information within the CHRIS is considered non-confidential.

- (A) Information maintained at each Information Center regarding historical resources within the county or counties (see Appendix 1 for county digit and letter codes) the Center serves includes, but is not limited to:
  - (1) Resource Records (recordation forms describing the location and content of historical resources); all Resource Records in the CHRIS are identified by a unique "Primary Number" and may also be identified by a unique "Trinomial;"
  - (2) Resource Location Maps (United States Geological Survey [USGS] 7.5' topographic quadrangle maps on which the locations and boundaries of recorded historical resources are delineated);
  - (3) Reports (documents pertaining to historical resources [other than Resource Records]); all Reports in the CHRIS are identified by a unique "Report Number;"
  - (4) Report Location Maps (USGS 7.5' topographic quadrangle maps on which the boundaries of specific geographic areas investigated with regard to historical resources are delineated);
  - (5) National Register (historical resources included in the National Register of Historic Places;
  - (6) OHP Archaeological Determinations of Eligibility (archaeological resources assessed by the OHP with respect to National Register eligibility);
  - (7) California Register (historical resources included in the California Register of Historical Resources;
  - (8) California Historical Landmarks;
  - (9) California Points of Historical Interest;
  - (10) OHP Directory of Properties; and
  - (11) California Inventory of Historic Resources.
- (B) Individual Information Centers may also maintain specific regional information relating to historical resources within the county or counties they serve, including, but not limited to:
  - (1) Local historical resources inventories;
  - (2) General Land Office plat maps;
  - (3) Historical and ethnographic maps, atlases, and photographs;

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<sup>2</sup>California Government Code §6254.10 and the National Historic Preservation Act (NHPA) of 1966, Section 304 (16 U.S.C. 470w-3) (a) (b) (c) as amended.

- (4) Mining, soil survey, and other geological maps;
- (5) Ethnographic literature;
- (6) Historical literature such as local histories, cemetery records, and U.S. Post Office locations;
- (7) Bridge, shipwreck, and local building inventories; and
- (8) Handbooks, textbooks, and other publications in archaeology, history, architecture, and historic preservation.

### SECTION III: ACCESS TO CHRIS INFORMATION

- (A) All CHRIS information pertaining to historical resources may be released to an individual who:
  - (1) Meets the minimum qualifications of a professional in the disciplines of Archaeology, Architectural History, Architecture, Historic Architecture, or History as defined in the Secretary of Interior's Standards (see Appendix 2); or
  - (2) Meets the requirements of the California State Personnel Board for the positions of Associate State Archaeologist or State Historian II (see Appendix 2); or
  - (3) Is working under the supervision of an individual who qualifies for access to CHRIS information under A(1) or A(2) criteria, and assumes full responsibility for the disposition of said information.
- (B) An individual seeking to establish their qualifications for access under Section III (A[1-2]) criteria to all CHRIS information at an Information Center must file a completed Statement of Qualifications for Access to Confidential CHRIS Information (see Appendix 3) and a copy of their professional curriculum vitae with the relevant Information Center.
- (C) All CHRIS information pertaining to historical resources located on private property may be released to the owner of said property. Ownership must be demonstrated by submission (to the relevant Information Center[s]) of a copy of the deed or most recent tax record for the subject property.
- (D) Access to CHRIS information may also be directed by a Memorandum of Agreement arranged in consultation with the relevant Information Center(s) and local, state, or federal government agencies, federally recognized Native American tribes, or other interested parties and organizations. This consultation process may include the OHP.
- (E) Staff of the California Native American Heritage Commission shall be afforded access to all CHRIS information as necessary for the performance of Commission duties.
- (F) Individuals not otherwise granted access to CHRIS information under Section III(A-E) rules may receive summaries of confidential CHRIS information. These summaries may include identification of the presence or absence, quantity, and general character of historical (cf. archaeological) resources within a specific geographic area.
- (G) Access to non-confidential CHRIS information shall be unrestricted.
- (H) Requests for CHRIS information must be submitted in writing to the relevant Information Center(s), defining the specific geographic area and purpose for which the information is needed, and accompanied by a signed Access Agreement (see Appendix 4).
- (I) An Information Center shall assign a unique number to each Access Agreement (see Appendix 4) filed with the Center. The Access Agreement Number shall include the letter abbreviation for the Information Center (see Appendix 1) and a sequentially assigned number.
- (J) Information Centers shall charge for access to CHRIS information and other rendered services in accordance with the Fee Schedule specified in Section VIII of this Manual.
- (K) Access to CHRIS information may be denied by an Information Center Coordinator for, but not limited to, any of the following reasons:
  - (1) Misrepresentation of information provided with Statement of Qualifications for Access to Confidential CHRIS Information (see Appendix 3);

- (2) Failure to comply with terms and conditions of the Access Agreement (see Appendix 4);
  - (3) Refusal to pay for Information Center services received after two billings and sixty (60) calendar days;
  - (4) Disruption of Information Center operations; or
  - (5) Damage to Information Center files, documents, or equipment.
- (L) All Information Center Coordinators, the CHRIS Coordinator, and the SHPO shall be informed of a denial of access to CHRIS information. An appeal of a denial should be directed to the CHRIS Coordinator.



#### SECTION IV: RECORD PROCESSING

- (A) Resource Records received for review and inclusion in the CHRIS must meet the following minimum requirements.
- (1) Records must be submitted using the appropriate California Department of Parks and Recreation (DPR) recordation forms (523A-L) and completed in accordance with the OHP "Instructions for Recording Historical Resources" (March 1995).
  - (2) Records submitted to obtain a Primary Number must include a Primary Record (523A) and a Location Map (523J).
  - (3) Records submitted to obtain a Trinomial must include a Primary Record (523A), an Archaeological Site Record (523C), a Location Map (523J), and a Sketch Map (523K); or, in the case of linear resources, a Primary Record (523A), a Linear Feature Record (523E), and a Location Map (523J).
  - (4) The Location Map (523J) accompanying a record must clearly depict the location and boundaries of the resource on a 1:1 facsimile (i.e., neither enlarged nor reduced) of that portion of the relevant USGS 7.5' topographic quadrangle map.
  - (5) Records must be typewritten or computer generated.
  - (6) Recordation forms must be filled out completely.
  - (7) Records must be paginated continuously (i.e., Page 1 of X, Page 2 of X,...), not by individual DPR forms.
  - (8) The reference North American Datum used to derive Universal Transverse Mercator (UTM) coordinates of a resource property must be noted on the Primary Record (523A). If Global Positioning System (GPS) technology was used to derive UTM coordinates, whether GPS differential corrections were accomplished and by what means must also be noted on the Primary Record.
  - (9) If the resource is less than ten (10) acres, enter the UTM reference for the point in the middle of the resource. UTM coordinates should be provided for the beginning and termination of linear structures and sites or recorded segments of such resources. If a resource is ten (10) or more acres, the area must be enclosed in a quadrangle and a UTM reference should be given for each corner. Where multiple UTM coordinates are provided, each reference point should be depicted on the Location Map DPR 523J (1/95) for the resources.
- (B) All Resource Records that meet the minimum requirements specified in Section IV(A) shall be reviewed in accordance with the OHP "Instructions for Recording Historical Resources" (March 1995).
- (C) All Resource Records received by Information Centers shall be reviewed and processed within sixty (60) working days. If a record(s) cannot be reviewed and processed within this period of time, the submitter shall be notified. In no instance shall record review and processing exceed six (6) months.
- (D) In the event a Resource Record contains significant discrepancies or inconsistencies, the Information Center shall contact the submitter for clarification and correction. Information Center review timelines specified in Section IV(C) shall apply to re-submitted records.
- (E) Information Centers shall not re-assign Primary Numbers or Trinomials.

- (F) A Primary Number shall consist exclusively of the appropriate two-digit county code (see Appendix 1) followed by a sequentially assigned six-digit number (e.g., "P-33-000010" refers to the tenth Primary Number assigned in Riverside County). No other digits or letter codes shall be incorporated into Primary Numbers.
- (G) A Trinomial shall consist of a two-letter code for the State (CA), a three-letter code for the relevant county, and a sequentially assigned number (e.g., "CA-RIV-3" refers to the third Trinomial assigned in Riverside County). In addition, a suffix may be added that indicates the presence or absence of "prehistoric" or "historic" resources (see Glossary). Use of a suffix shall be based solely on information provided in Section P6 of the Primary Record (523A), but does not confirm the actual presence or absence of prehistoric or historic resources. The lack of a suffix indicates prehistoric resources; the suffix "H" indicates historic resources; and the suffix "/H" indicates prehistoric and historic resources. Subsequent recordation may change the suffix designation.
- (H) The resource Record for a property located within multiple counties shall be assigned a Primary Number and Trinomial, as appropriate, for each county.
- (I) Resource Records comprising an initial recording of a resources property or an update of a previously recorded property shall be processed by Information Centers as follows.
- (1) If the record is an initial recording:
    - (a) Assign Primary Number and, when applicable, Trinomial;
    - (b) Plot the location and boundaries of the resource on the relevant Resource Location Map; and
    - (c) Place Primary Number and, when applicable, Trinomial in the upper right corner on each page of the record.
  - (2) If the record is an update of a previously recorded resource:
    - (a) Place previously assigned Primary Number and Trinomial in the upper right corner on each page of the update record;
    - (b) Place the update record at the front of the file containing the previous record; and
    - (c) In the event that the resource boundaries reported with the update record differ from those previously delineated, revise boundaries on the relevant Resource Location Map accordingly.
  - (3) If records are submitted that divide a previously recorded resource into two or more separate properties:
    - (a) Maintain the previous record as a separate recording, and retain the Primary Number and Trinomial of the previously recorded resource and its location and boundaries on the relevant Resource Location Map;
    - (b) Process and maintain the new records per Section IV(E[1]);
    - (c) Place a page referencing the Primary Numbers assigned to the new records at the front of the file containing the previous record;
    - (d) Place a page referencing the Primary Number assigned to the previous record at the front of the files containing the new records; and
    - (e) Revise Primary Number and Trinomial concordances accordingly.

- (4) If the record submitted combines separate, previously recorded resources into a single property:
  - (a) Maintain previous records as separate recordings, and retain the Primary Numbers and Trinomials of the previously recorded resources and their locations and boundaries on the relevant Resource Location Map;
  - (b) Process and maintain the new record as per Section IV(E[1]);
  - (c) Place a page referencing the Primary Number assigned to the new record at the front of the files containing the previous records;
  - (d) Place a page referencing the Primary Numbers assigned to the previous records at the front of the file containing the new record; and
  - (e) Revise Primary Number and Trinomial concordances accordingly.
- (J) Information Centers shall notify submitters of Resource Records of Primary Number and Trinomial assignments within the timelines specified in Section IV(C).

## SECTION V: REPORT PROCESSING

- (A) Reports pertaining to historical resources and accepted for inclusion in the CHRIS must meet the following minimum requirements.

- (1) Reports must be typewritten or computer generated.
- (2) Reports must be fully paginated.
- (3) Reports must be submitted unbound.

Reports must include a map delineating the specific geographic area of investigation. Unless otherwise arranged with the Information Center accepting a report, this map (or series of maps) must consist of a 1:1 facsimile (i.e., neither enlarged nor reduced) of that portion of the relevant USGS 7.5' topographic quadrangle map and on which the boundaries of the investigated area are clearly depicted.

- (B) All Reports accepted by Information Centers shall be identified by unique Report Numbers. A Report Number shall consist exclusively of the appropriate two-letter county code (see Appendix 1) followed by a sequentially assigned five-digit number (e.g., "RI-00010" is the tenth Report Number assigned in Riverside County). No other digit or letter codes shall be incorporated into Report Numbers. A report relating to areas or locations within multiple counties shall be assigned a Report Number for each county.
- (C) The geographic area of investigation delineated in each report accepted by an Information Center shall be plotted on the relevant Report Location Map and labeled with the applicable Report Number. In the case of a report on a geographic area lacking specifically established boundaries (e.g., regional resource overviews, syntheses, or management plans), the Report Number shall be noted on the margin of each Report Location Map falling within the general geographic area addressed in the report.
- (D) Each Information Center shall maintain a bibliography of all reports on file at the Center. At a minimum, bibliographic data for each report shall include its author, date, and title, Primary Numbers of the historical resources recorded or otherwise specifically examined, and the USGS 7.5' topographic quadrangle map(s) encompassing the geographic area investigated.

## SECTION VI: RECORD SEARCHES

Record searches are the primary means through which CHRIS information is disseminated. A records search consists of a review of historical resources data on file at an Information Center regarding a specific geographic area. There are three categories of record searches: confidential, non-confidential, and as specified under a Memorandum of Agreement. Records searches may be conducted by Information Center staff or in person. Resource Location Maps and Report Location Maps maintained at an Information Center shall not be photocopied or photographed.

An individual wishing to conduct an In-House Records Search must make an appointment with the relevant Center no less than twenty-four (24) hours in advance. If the appointment cannot be kept, the Information Center must be given at least twenty-four (24) hours notice or the individual may be subject to a cancellation fee as specified in Section VIII of this Manual.

Information Centers shall charge for record searches in accordance with the Fee Schedule specified in Section VIII of this Manual.

- (A) All records search requests must be submitted in writing and include the following.
  - (1) A statement of the purpose for which the information is needed.
  - (2) A reference for the request (e.g., project name or number, title of study, or street address if applicable).
  - (3) A signed Access Agreement (see Appendix 4).
  - (4) A 1:1 facsimile (i.e., neither enlarged nor reduced) of that portion of the relevant USGS 7.5' topographic quadrangle on which:
    - (a) The name of the map is identified; and
    - (b) The boundaries of the records search area are clearly depicted.
- (B) A Confidential Records Search is available to individuals who qualify for access to all CHRIS information as specified in Section III of this Manual. All requests for this category of records search must include a completed Confidential Records Search Request Form (see Appendix 5).
- (C) Non-confidential record searches conducted by Information Center staff provide results in checklist or narrative formats.
  - (1) A Non-Confidential Summary Records Search reports the following in checklist format:
    - (a) Presence or absence of recorded historical resources within the records search area, and their Primary Number and Trinomial designations if applicable;
    - (b) Previous studies related to the records search area and their respective Report Numbers;
    - (c) An assessment of the potential presence of unknown historical resources within the records search area and;
    - (d) Recommendations regarding the management of historical resources within the records search area.
  - (2) A Non-Confidential Extended Records Search reports the following in narrative format:

- (a) Presence or absence of recorded historical resources within the records search area, and their Primary Number and Trinomial designations if applicable;
  - (b) Presence of known, but previously unrecorded historical resources within the records search area;
  - (c) Previous studies related to the records search area and their respective Report Numbers;
  - (d) A general description of known historical resources within the records search area;
  - (e) An assessment of the potential presence of unknown historical resources within the records search area;
  - (f) A list of the additional sources of information consulted in this assessment; and
  - (g) Recommendations regarding the management of historical resources within the records search area.
- (D) Record searches may also be specified under a Memorandum of Agreement arranged, in consultation with the OHP, between the relevant Information Center(s) and local, state, or federal government agencies, federally recognized Native American tribes, or other interested parties and organizations.

A records search conducted by an Information Center shall be completed within thirty (30) working days of the request. The Information Center shall notify the individual requesting the records search and make appropriate arrangements if it is anticipated that the records search will require more than thirty (30) working days to complete, exceed \$750.00 in total cost, or exceed the total fee limit indicated on the Confidential Records Search Request Form (Appendix 5).

Payment for a records search is due within sixty (60) calendar days of receipt of billing.

## SECTION VII: HISTORICAL RESOURCES CONSULTANT REFERRAL LIST

The CHRIS Coordinator shall designate one of the regional Information Centers to maintain a Historical Resources Consultant Referral List and make it available to individuals, businesses, agencies, and other parties and organizations seeking the services of a Historical Resources Consultant. This list consists of individuals who meet the minimum qualifications of a professional in the disciplines of Archaeology, Architectural History, Architecture, Historic Architecture, or History as defined in the Secretary of Interior's Standards (see Appendix 2), and who have requested to be included in the Referral List. The Referral List shall be organized alphabetically by county, discipline, and person or consulting firm, and contain the following disclaimer.

*This list consists of individuals who meet the minimum qualifications of a professional in the disciplines of Archaeology, Architectural History, Architecture, Historic Architecture, or History as defined in the Secretary of Interior's Standards (36 CFR 61), and who have requested to be included in the list. It is not a listing of all individuals who qualify as professionals in these disciplines under the Secretary of Interior's Standards and does not constitute an endorsement of any listed individual or consulting firm by the Office of Historic Preservation or CHRIS Information Centers. Questions regarding this Referral List should be directed to: CHRIS Coordinator, Office of Historic Preservation, P.O. Box 942896, Sacramento, CA 94296.*

Inclusion in the Referral List shall be determined on the basis of the individual professional. Requests to be listed must be submitted in writing to the Information Center maintaining the Referral List, accompanied by a completed Referral List Request Form for each discipline under which a listing is desired (see Appendices 7 through 12) and a copy of the individual's professional curriculum vitae. The Information Center maintaining the Referral List shall charge for listings in accordance with the Fee Schedule specified in Section VIII of this Manual.

## SECTION VIII: FEE SCHEDULE

Information Centers shall charge for access to CHRIS information and other rendered services in accordance with the following fees unless otherwise specified in a Memorandum of Agreement. This Fee Schedule shall be posted at each Information Center. Fee payments shall be received and the funds managed by individual Information Centers or their host institutions. Payments are due within sixty (60) calendar days of receipt of billing.

- (A) Records Search conducted by Information Center staff.
  - (1) Staff Time: \$60.00 per one-half hour.
  - (2) Photocopy: \$0.15 per page.
  - (3) FAX: \$1.00 per page.
- (B) In-House Records Search conducted by qualified individuals as specified in Sections III and VI of this Manual.
  - (1) Access Fee: \$40.00 per person per one-half hour (see NOTE at end of Section VIII).
  - (2) Photocopy: \$0.15 per page (plus \$15.00 per one-half hour of Information Center staff time if staff performs photocopying).
  - (3) Information Center report bibliography or National Archaeological Database (NADB) printout: \$0.15 per page plus \$15.00 per one-half hour of Information Center staff time.
  - (4) Cancellation Fee for failure to give twenty-four (24) hours advance notice of cancellation of scheduled In-House Records Search appointment: \$40.00 per appointment.
- (C) Listing in Historical Resources Consultant Referral List.
  - (1) \$100.00 per year per discipline listing (Archaeology, Architectural History, Architecture, Historic Architecture, or History).
  - (2) \$5.00 for each county identified with the listing.
- (D) Fees for Information Center services not performed directly as part of Record Searches.
  - (1) Staff Time: \$15.00 per one-half hour.
  - (2) Photocopy: \$0.15 per page plus \$15.00 per one-half hour of staff time.
  - (3) FAX: \$1.00 per page plus \$15.00 per one-half hour of staff time.
  - (4) Information Center report bibliography or NADB printout: \$0.15 per page plus \$15.00 per one-half hour of staff time.
- (E) Rapid Response Fee: total cost of Information Center services rendered plus 50% of total cost. Rapid response time shall be no more than three (3) working days unless otherwise arranged between the Information Center and the individual or organization requesting the rapid response.

NOTE The Access Fee for an In-House Records Search may be waived for scholarly research unrelated to fulfilling responsibilities mandated under federal, state, or local laws. It also may be waived for research on behalf of non-profit private and government organizations devoted to furthering



historic preservation. These organizations include, but are not limited to, the National Trust for Historic Preservation, Archaeological Conservancy, California Preservation Foundation, Society for California Archaeology, Native American Heritage Commission, and the Office of Historic Preservation.

The Access Fee for an In-House Records Search may not be waived for research conducted to comply with requirements of such laws as, but not limited to, the National Environmental Policy Act, National Historic Preservation Act, Native American Graves and Repatriation Act, California Environmental Quality Act, and California Forest Practice Act, as well as local ordinances affecting permitting of construction and other land development activities and mitigation of adverse impacts to historical resources.

## **SECTION IX: INFORMATION CENTER HOURS**

Each CHRIS Information Center shall maintain workday office hours of not less than twenty (20) hours per week throughout the year, except in those instances when an Information Center or its host institution closes the facility for holidays or emergencies. Information Centers shall, on an appointment basis, permit qualified individuals to conduct In-House Record Searches as specified in Sections III and VI of this Manual. Information Center office hours shall be provided to the OHP and posted at the Center.

## SECTION X: EXCLUSIONARY AND MISCELLANEOUS ACTIVITIES

- (A) Information Center Coordinators and staffs shall not implement rules of operation contravening those specified in this Manual.
- (B) As a function of providing CHRIS services, the Coordinator and staff of an Information Center shall not evaluate or remark upon the quality or findings of reports regarding historical resources within the county or counties the Center serves.
- (C) Information Center Coordinators and staffs shall not solicit business for any historical resources consultant or consulting firm, or other commercial enterprise.
- (D) Information Center Coordinators and staff personnel who prepare and sign Information Center correspondence recommending historical resources inventory, evaluation, or mitigation studies shall not conduct or receive payment for participating in the recommended work.
- (E) Information Center Coordinators and staffs shall not use the title and letterhead of the CHRIS or the Information Center without written authorization of the SHPO.
- (F) Any publication produced by an Information Center shall contain the following statement.

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## Appendix 1

California Historical Resources Information System  
Information Center Rules of Operation Manual

### ABBREVIATIONS AND CODES

COUNTY	PRIMARY NUMBER CODE	TRINOMIAL CODE	REPORT NUMBER CODE		COUNTY	PRIMARY NUMBER CODE	TRINOMIAL CODE	REPORT NUMBER CODE
ALAMEDA	01	ALA	AA		ORANGE	30	ORA	OR
ALPINE	02	ALP	AP		PLACER	31	PLA	PL
AMADOR	03	AMA	AM		PLUMAS	32	PLU	PU
BUTTE	04	BUT	BT		RIVERSIDE	33	RIV	RI
CALAVERAS	05	CAL	CA		SACRAMENTO	34	SAC	SA
COLUSA	06	COL	CO		SAN BENITO	35	SBN	SN
CONTRA COSTA	07	CCO	CC		SAN BERNARDINO	36	SBR	SB
DEL NORTE	08	DNO	DN		SAN DIEGO	37	SDI	SD
EL DORADO	09	ELD	ED		SAN FRANCISCO	38	SFR	SF
FRESNO	10	FRE	FR		SAN JOAQUIN	39	SJO	SJ
GLENN	11	GLE	GL		SAN LUIS OBISPO	40	SLO	SL
HUMBOLDT	12	HUM	HU		SAN MATEO	41	SMA	SM
IMPERIAL	13	IMP	IM		SANTA BARBARA	42	SBA	SR
INYO	14	INY	IN		SANTA CLARA	43	SCL	SC
KERN	15	KER	KE		SANTA CRUZ	44	SCR	SZ
KINGS	16	KIN	KI		SHASTA	45	SHA	SH
LAKE	17	LAK	LK		SIERRA	46	SIE	SE
LASSEN	18	LAS	LS		SISKIYOU	47	SIS	SI
LOS ANGELES	19	LAN	LA		SOLANO	48	SOL	SO
MADERA	20	MAD	MA		SONOMA	49	SON	SX
MARIN	21	MRN	MR		STANISLAUS	50	STA	ST
MARIPOSA	22	MRP	MP		SUTTER	51	SUT	SU
MENDOCINO	23	MEN	MD		TEHAMA	52	TEH	TE
MERCED	24	MER	ME		TRINITY	53	TRI	TR
MODOC	25	MOD	MO		TULANE	54	TUL	TU
MONO	26	MNO	MN		TUOLUMNE	55	TUO	TO
MONTEREY	27	MNT	MT		VENTURA	56	VEN	VN
NAPA	28	NAP	NA		YOLO	57	YOL	YO
NEVADA	29	NEV	NE		YUBA	58	YUB	YU

## Appendix 2

California Historical Resources Information System  
Information Center Rules of Operation Manual

### PROFESSIONAL QUALIFICATIONS STANDARD

#### **Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines**

Quoted from: Federal Register, Thursday, September 29, 1983, Part IV, Department of the Interior, National Park Service, Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines (Vol.48, No.190:44738-44739).

*The following requirements are those used by the National Park Service, and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The qualifications define minimum education and experience required to perform identification, evaluation, registration, and treatment activities. In some cases, additional areas or levels of expertise may be needed, depending on the complexity of the task and the nature of the historic properties involved. In the following definitions, a year of full-time professional experience need not consist of a continuous year of fulltime work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.*

#### **History**

The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

#### **Archeology**

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

## **Appendix 2 (continued)**

### **California Historical Resources Information System Information Center Rules of Operation Manual**

#### ***Architectural History***

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historic organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

#### ***Architecture***

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time experience in architecture; or a State license to practice architecture.

#### ***Historic Architecture***

The minimum professional qualifications historic in architecture [in historic architecture] are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

### **California State Personnel Board Specification State Historian Series Specification (Established June 7, 1979) Excerpt**

#### ***State Historian II***

##### **Definition of Level**

This is the full journey level class. Under direction, incumbents perform the more difficult or varied work in performing basic historical research and cultural resource management activities; may act in a lead capacity; may train and direct subordinates staff; may train other personnel (including personnel in other State, Federal and local agencies) in historical research methods and cultural resource management techniques; may select and evaluate the performance of grant projects; may budget, administer, and expend Federal and State funds; and do other related work.

## **Appendix 2 (continued)**

### California Historical Resources Information System Information Center Rules of Operation Manual

#### Minimum Qualifications

Equivalent to graduation from college with major course work in history, historic sites research, cultural resources management, architectural history, or a closely related field in which historical methods and techniques are employed. (Additional qualifying experience may be substituted for the required education on a year-for-year basis for up to two years.)

In addition, either

1. Three years of experience in research, cultural resources management, or museum work in connection with historical reports, projects, buildings, or museums; or
2. Three years of experience in the teaching of California history at the high school or college level.

(Graduate work in history, historical sites research, cultural resources management, architectural history or a closely related field, in which historical methods and techniques are employed, may be substituted for not more than one year of the required experience on a year-for-year basis.)

#### ***Associate State Archeologist***

##### Definition of Level

This is the full journey level. Under general direction, incumbents perform the more difficult or varied work of archeological investigation and cultural resource management; incumbents direct and coordinate major archeological excavation projects; provide research data and advice; prepare and submit project budget requests; prepare scientific publications; may act in a lead capacity; may train departmental staff as well as other personnel (including personnel in other State, Federal and local agencies) in archeological methods and cultural resource management techniques; may budget and administer Federal and State funds; represent the Department in cultural resource matters at meetings with governmental entities, educational institutions, and other groups; and do other related work.

#### Minimum Qualifications

Equivalent to graduation from college with major course work in archeology or anthropology. (A graduate degree in archeology or anthropology, may be substituted for up to one year of the required general experience and one year of required experience equivalent to Range B.)

In addition, either

1. Three years of increasingly responsible professional experience in research, writing, or project supervision in archeological investigation or cultural resource management and protection programs; or
2. Three years of experience in the teaching of California history at the high school or college level.

### Appendix 3

California Historical Resources Information System  
Information Center Rules of Operation Manual

#### STATEMENT OF QUALIFICATIONS FOR ACCESS TO CONFIDENTIAL CHRIS INFORMATION

The purpose of this form is to verify the professional qualifications standards under which an individual establishes eligibility for access to confidential CHRIS information as specific in Section II and III and Appendix 2 of the CHRIS Information Center Rules of Operation Manual.

This Statement of Qualifications and a copy of the individual's professional curriculum vitae must be filed at each CHRIS Information Center from which confidential CHRIS information is obtained. This Statement need only be submitted once to an Information Center.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Fax: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Secretary of Interior Standards (check applicable disciplines):

- \_\_\_\_\_ Archaeology
- \_\_\_\_\_ Architectural History
- \_\_\_\_\_ Architecture
- \_\_\_\_\_ Historic Architecture
- \_\_\_\_\_ History

California State Personnel Board Specifications (check applicable positions):

- \_\_\_\_\_ Associate State Archaeologist
- \_\_\_\_\_ State Historian II

I understand that by signing this Statement of Qualifications I attest to my professional qualifications for access to confidential CHRIS information. I understand that any misrepresentation of facts herein shall result in denial of my access to confidential CHRIS information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Appendix 4

California Historical Resources Information System  
Information Center Rules of Operation Manual

### ACCESS AGREEMENT

Number \_\_\_\_\_

I, the undersigned, have been granted access to historical resources information on file at the \_\_\_\_\_  
\_\_\_\_\_ Information Center of the California Historical Resources Information System.

I have received the following type(s) of CHRIS information as defined in Section II of the CHRIS Information Center Rules of Operation Manual.

\_\_\_\_\_ Confidential Information (release of this information shall be restricted to individuals who qualify as specified in Section III [A-E] of the Rules of Operation Manual).

\_\_\_\_\_ Non-Confidential Information (release of this information shall be unrestricted as specified in Section III [G] of the Rules of Operation Manual).

I agree to submit historical resource records and reports based in part on the CHRIS information released under this Access Agreement to the \_\_\_\_\_ Information Center within sixty (60) calendar days of completion.

I agree to pay for CHRIS services provided under this Access Agreement within sixty (60) calendar days of receipt of billing.

I understand that failure to comply with this Access Agreement shall be grounds for denial of access to CHRIS Information.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Affiliation

\_\_\_\_\_  
Address

\_\_\_\_\_  
Billing Address (if different from above)

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Purpose of Access

\_\_\_\_\_  
Reference (project name or number, title of study, and street address if applicable)

\_\_\_\_\_  
USGS 7.5' Quadrangle

\_\_\_\_\_  
County



## Appendix 5

California Historical Resources Information System  
Information Center Rules of Operation Manual

### CONFIDENTIAL RECORDS SEARCH REQUEST FORM

Date: \_\_\_\_\_ Access Agreement Number: \_\_\_\_\_

Name: \_\_\_\_\_

RAPID RESPONSE (Additional Fee):    yes / no

TOTAL FEE NOT TO EXCEED: \$ \_\_\_\_\_

***Include the following information (circle/fill-in as necessary) for the records search area shown on the attached map. Any item left unmarked will be considered a "0" or a "no."***

Map of resource locations:	within search area	yes / no	within ____ mi radius	yes / no
Copy of resource records:	within search area	yes / no	within ____ mi radius	yes / no
Map of report locations:	within search area	yes / no	within ____ mi radius	yes / no
Bibliographic printout:	within search area	yes / no	within ____ mi radius	yes / no
Copy of entire report(s):	within search area	yes / no	within ____ mi radius	yes / no
Copy of title page(s) only:	within search area	yes / no	within ____ mi radius	yes / no

		<u>REVIEW</u>	<u>PROVIDE DOCUMENTATION</u>
Historic Property Directory:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
National Register of Historic Places:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
California Register of Historical Resources:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
California Historical Landmarks:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
California Points of Historical Interest:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
Determinations of Eligibility:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
Archaeological Determinations of Eligibility:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no
California Inventory of Historical Resources:	within search area	yes / no	yes / no
	within ____ mi radius	yes / no	yes / no

Listed below are sources of additional information that may be available at the Information Center. Indicate if a review and documentation of any of the following types of information is requested:

Caltrans Bridge Survey:    yes / no	Historic Literature:    yes / no	Soil Survey Maps:    yes / no
Ethnographic Information:    yes / no	Historic Maps:    yes / no	Shipwreck Inventory:    yes / no
Plats Maps:    yes / no	Local Inventories:    yes / no	

Special Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Appendix 6

California Historical Resources Information System  
Information Center Rules of Operation Manual

### HISTORICAL RESOURCES CONSULTANT REFERRAL LIST APPLICATION

This form must be completely filled out and accompanied by the applicant's professional curriculum vitae and a Referral List Format and Fee Worksheet (see Appendix 11).

#### ARCHAEOLOGY

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Affiliation: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ FAX: \_\_\_\_\_  
Degree Obtained / Discipline: \_\_\_\_\_ / \_\_\_\_\_  
Thesis Title: \_\_\_\_\_  
Date: \_\_\_\_\_ Institution: \_\_\_\_\_

Minimum professional qualifications in archaeology are a graduate degree in archaeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archaeological research, administration, or management.

Experience: \_\_\_\_\_  
\_\_\_\_\_

Dates: \_\_\_\_\_  
Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_  
Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:  
\_\_\_\_\_  
\_\_\_\_\_

2. At least four months of supervised field and analytical experience in general North American Archaeology.

Experience: \_\_\_\_\_  
\_\_\_\_\_

Dates: \_\_\_\_\_  
Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_  
Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:  
\_\_\_\_\_  
\_\_\_\_\_

3. Demonstrate ability to carry research to completion: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Appendix 6 (continued)

### California Historical Resources Information System Information Center Rules of Operation Manual

In addition to these minimum qualifications:

A professional in prehistoric archaeology shall have at least one-year full-time professional experience at supervisory level in the study of archaeological resources of the prehistoric period.

Experience: \_\_\_\_\_

\_\_\_\_\_

Dates: \_\_\_\_\_

Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_

Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:

\_\_\_\_\_

\_\_\_\_\_

A professional in historic archaeology shall have at least one-year full-time professional experience at supervisory level in the study of archaeological resources of the historic period.

Experience: \_\_\_\_\_

\_\_\_\_\_

Dates: \_\_\_\_\_

Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_

Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:

\_\_\_\_\_

\_\_\_\_\_

## Appendix 7

California Historical Resources Information System  
Information Center Rules of Operation Manual

### HISTORICAL RESOURCES CONSULTANT REFERRAL LIST APPLICATION

This form must be completely filled out and accompanied by the applicant's professional curriculum vitae and a Referral List Format and Fee Worksheet (see Appendix 11).

#### ARCHITECTURAL HISTORY

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Degree Obtained / Discipline: \_\_\_\_\_ / \_\_\_\_\_

Thesis Title: \_\_\_\_\_

Date: \_\_\_\_\_ Institution: \_\_\_\_\_

Degree Obtained / Discipline: \_\_\_\_\_ / \_\_\_\_\_

Thesis Title: \_\_\_\_\_

Date: \_\_\_\_\_ Institution: \_\_\_\_\_

Minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural, art history, historic preservation or closely related field, plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historic organization or agency, museum, or other professional institution.

Experience: \_\_\_\_\_

\_\_\_\_\_

Dates: \_\_\_\_\_

Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_

Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number: \_\_\_\_\_

\_\_\_\_\_

2. Or, Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

Citation: \_\_\_\_\_

\_\_\_\_\_

## Appendix 8

California Historical Resources Information System  
Information Center Rules of Operation Manual

### HISTORICAL RESOURCES CONSULTANT REFERRAL LIST APPLICATION

This form must be completely filled out and accompanied by the applicant's professional curriculum vitae and a Referral List Format and Fee Worksheet (see Appendix 11).

#### ARCHITECTURE

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

California Architectural License #: \_\_\_\_\_

Minimum professional qualification in architecture (in the State of California) is a State License to practice architecture.

## Appendix 9

California Historical Resources Information System  
Information Center Rules of Operation Manual

### HISTORICAL RESOURCES CONSULTANT REFERRAL LIST APPLICATION

This form must be completely filled out and accompanied by the applicant's professional curriculum vitae and a Referral List Format and Fee Worksheet (see Appendix 11).

#### HISTORIC ARCHITECTURE

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Affiliation: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

California Architectural License #: \_\_\_\_\_

Minimum professional qualification in architecture (in the State of California) is a State License to practice architecture. Minimum professional qualification in Historic Architecture also include one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field:

Degree: \_\_\_\_\_ Date: \_\_\_\_\_  
Department: \_\_\_\_\_ Institution: \_\_\_\_\_  
Thesis Title: \_\_\_\_\_

2. Or, at least one year of full-time professional experience on historic preservation projects:

Experience: \_\_\_\_\_

Dates: \_\_\_\_\_

Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_

Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:

\_\_\_\_\_  
\_\_\_\_\_



## Appendix 10

California Historical Resources Information System  
Information Center Rules of Operation Manual

### HISTORICAL RESOURCES CONSULTANT REFERRAL LIST APPLICATION

This form must be completely filled out and accompanied by the applicant's professional curriculum vitae and a Referral List Format and Fee Worksheet (see Appendix 11).

#### HISTORY

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Degree Obtained / Discipline: \_\_\_\_\_ / \_\_\_\_\_

Thesis Title: \_\_\_\_\_

Date: \_\_\_\_\_ Institution: \_\_\_\_\_

Minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution.

Experience: \_\_\_\_\_

\_\_\_\_\_

Dates: \_\_\_\_\_

Duration (wks/mns): \_\_\_\_\_ Total (at least 1 year): \_\_\_\_\_

Reference(s) (Supervisor/Professor) - Name, Institution, and Phone Number:

\_\_\_\_\_

\_\_\_\_\_

2. Or, Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

Citation: \_\_\_\_\_

\_\_\_\_\_

# California Historical Resources Information System Information Center Rules of Operation Manual

This worksheet must be completely filled out and accompany the Historical Resources Consultant Referral List Application for a listing requested under a specific discipline (see Appendices 7-11). The fee for each discipline listing is \$100.00 per year, plus \$5.00 for each county identified with that listing. Payment for listing must be included with the Referral List Application and this worksheet.

E-mail (Line 8): \_\_\_\_\_

___ Alameda	___ Imperial	___ Modoc	___ San Francisco	___ Sonoma
___ Alpine	___ Inyo	___ Mono	___ San Joaquin	___ Stanislaus
___ Amador	___ Kern	___ Monterey	___ San Luis Obispo	___ Sutter
___ Butte	___ Kings	___ Napa	___ San Mateo	___ Tehama
___ Calaveras	___ Lake	___ Nevada	___ Santa Barbara	___ Trinity
___ Colusa	___ Lassen	___ Orange	___ Santa Clara	___ Tulane
___ Contra Costa	___ Los Angeles	___ Placer	___ Santa Cruz	___ Tuolumne
___ Del Norte	___ Madera	___ Plumas	___ Shasta	___ Ventura
___ El Dorado	___ Marin	___ Riverside	___ Sierra	___ Yolo
___ Fresno	___ Mariposa	___ Sacramento	___ Siskiyou	___ Yuba
___ Glenn	___ Mendocino	___ San Bernardino	___ Solano	
___ Humboldt	___ Merced	___ San Diego		

Total Enclosed \$\_\_\_\_\_.

## GLOSSARY

### California Historical Resources Information System Information Center Rules of Operation Manual

**California Historical Landmark.** A state historical resources registration program to recognize historical resources with regional and statewide significance to the history of California.

**California Historical Resources Information System (CHRIS).** The statewide system for managing inventory information related to historical resources in California. It comprises a cooperative partnership between the SHRC, the OHP, and regional Information Centers..

**California Points of Historical Interest.** A state historical resources registration program which provides official recognition for historical resources that are significant at a county or regional level, but do not qualify for designation as California Registered Historical Landmarks.

**California Register of Historical Resources.** A listing of significant historical resources in California.

**CHRIS.** California Historical Resources Information System.

**CHRIS Coordinator.** The OHP staff member(s) designated by the SHPO to direct and oversee the CHRIS Information Centers.

**DPR.** California Department of Parks and Recreation.

**Historic.** Refers to historical resources associated with non-indigenous peoples. The term may also refer to historical resources associated with Native Americans after the arrival of non-indigenous peoples in California.

**Historical Resource.** Refers to buildings, structures, sites, objects, districts, and all manner of properties containing material remains of past human life or activity.

**Information Center.** Houses records, reports, and other documents relating to historical resources for specified counties, and provides information and recommendations regarding such resources on a fee-for-service basis.

**Information Center Coordinator.** Individual responsible for operation of an Information Center.

**National Register of Historic Places (NRHP).** A national listing of significant historical resources.

**OHP.** Office of Historic Preservation.

**OHP Archaeological Determinations of Eligibility.** List of archaeological resources determined to be eligible or ineligible for listing in the National Register of Historic Places.

**OHP Directory of Properties.** An OHP list of historical buildings, structures, and objects in California.

**Prehistoric.** Refers to historical resources associated with Native American prior to the arrival of non-indigenous peoples in California.

**Primary Number.** The CHRIS reference number for a Resource Record. Each Primary Number consists of a two-digit code for the relevant county followed by a sequentially assigned six-digit number (e.g. "P-33-000010" refers to the tenth Primary Number assigned in Riverside County).

**Report.** A document, other than a Resource Record, pertaining to historical resources.

## **GLOSSARY (continued)**

California Historical Resources Information System  
Information Center Rules of Operation Manual

**Report Location Map.** A United States Geological Survey (USGS) 7.5' topographic quadrangle map on which the boundaries of specific geographic areas investigated with regard to historical resources are delineated.

**Report Number.** The CHRIS reference number for a Report. Each Report Number consists of a two-letter code for the relevant county followed by a sequentially assigned five-digit number (e.g. "RI-00005" refers to the fifth Report Number assigned in Riverside County).

**Resource Location Map.** A United States Geological Survey (USGS) 7.5' topographic quadrangle map on which the locations and boundaries of recorded historical resources are delineated.

**Resource Record.** Recordation forms describing the location and content of historical resources.

**SHPO.** State Historic Preservation Officer.

**SHRC.** State Historical Resources Commission.

**Trinomial.** A CHRIS reference number for a Resource Record. Each Trinomial consists of a two-letter code for the state (CA) followed by a three-letter code for the relevant county and a sequentially assigned number (e.g., "CA-RIV-3" refers to the third Trinomial assigned in Riverside County).